



## CITY OF BIGGS Planning Staff Report

TO: **City of Biggs City Council**  
FROM: Mark Sorensen, City Administrator  
Scott Friend, AICP – City Planner  
MEETING DATE: March 11, 2014; 6:30 p.m.  
Biggs City Hall, 465 C Street, Biggs, CA 95917

SUBJECT: **GPA#:2014-01: 2014-2022 City of Biggs Housing Element:**  
A request for Council authorization to submit the Public Review Draft of the *2014-2022 City of Biggs Housing Element* to the State of California Housing and Community Development Department (HCD) for the mandatory pre-adoption 60-day review period.

**Environmental Review:** N/A.

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### **Summary:**

Staff is seeking input from the City Council on the content of the Public Review Draft of the *2014-2022 City of Biggs Housing Element* document along with authorization from the City Council to submit the draft document to the State of California Housing and Community Development Department (HCD) for the mandatory pre-adoption 60-day State review. If the Council does not believe that the document is ready for submission to the State at this time, staff recommends that the Council provide specific direction to staff on the changes that are requested.

### **Discussion:**

Pursuant to the requirements of California Government Code, specifically Section 65302(c) and Article 10.6, the City of Biggs is seeking to adopt its State mandated *2014-2022 Housing Element*. Part of this effort involves the publication and circulation of the Draft document for public review and the submittal of the document to the Housing and Community Development Department for a pre-adoption review period. Following a review of the draft document by the State, if it is determined that the document meets with all requirements of State law or only needs minor non-substantive modifications, the State will provide review comments on the document and issue the City a Conditional Certification letter. Following the receipt of State comments and the Conditional Certification letter, PMC and City staff will make the necessary edits to the document and begin the formal document adoption and approval process.

The Housing Element is one of the seven (7) required elements of a General Plan in the State of California. As such, the adoption of the Element will require the City to review the document pursuant to the California Environmental Quality Act (CEQA) and will require the processing of

a General Plan Amendment action. Staff has already initiated this process and has provided notice of the pending action to local tribal nations (requires a 90-day notice period). Staff will continue the notification effort by sending pre-adoption notices to those entities and agencies specified by State law and to those requesting such notices. Final adoption of the updated Housing Element document is anticipated to occur at the regularly scheduled June City Council meeting.

To facilitate the review of the document by the Council, city residents and interested members of the public, the City has made hard-copies of the document available at the Biggs public library and at City Hall and has placed a copy of the document on the City website. The document can be downloaded from the City's website <http://www.biggs-ca.gov/>. It is additionally noted that the public was notified of the availability of the draft document by the placement of a notice in the local newspaper and posting of public notices on the City Hall and Post Office posting boards.

**Environmental determination:**

Not applicable at this time.

**Fiscal Impact:**

Staff time for the preparation of this report; preparation, packaging and distribution of the draft document; noticing; publication and distribution of document copies; and, presentation of the document to the Council. No supplemental funds are anticipated as being necessary as the funding for this project has been previously approved by the City Council.

**Recommendation:**

Staff is recommending that the Council provide comments on the content of the document; and, if appropriate, provide authorization to staff to submit the Public Review Draft of the *2014-2022 City of Biggs Housing Element* to the State of California Housing and Community Development Department (HCD) for the mandatory 60-day pre-adoption State review period.

**Attachment(s):**

- Public Review Draft *2014-2022 City of Biggs Housing Element* (provide separately and in advance of this report)